



## **LIBRARY BOARD MINUTES**

**May 14, 2014**

**BOARD PRESENT:** Amir, Boone, Brooks, Cotter, Lewis, Persaud, Ram, Rao, Reedy, Watts

**STAFF PRESENT:** B. Parker Hamilton, Director, MCPL; Regina Holyfield, Recording Secretary

**GUESTS:** Tanner Wray, Director of College Libraries and Information Services, Montgomery College Libraries

The Library Board meeting was convened by Chair Lewis at 7:05 p.m.

### **INTRODUCTIONS:**

Board Members, staff and guests were introduced.

### **APPROVAL OF BOARD MINUTES:**

The minutes from the April 9, 2014 Board meeting were approved.

### **APPROVAL OF LAC APPLICATION(S):**

The LAC application was approved.

### **DIRECTOR'S REPORT:**

- Will Wheeler is the new branch manager for Twinbrook Library. He comes to MCPL from Georgetown University. It will be his first time managing a public library. There is much excitement about what he will bring to the system.
- Tomorrow morning Council makes their final decision on their reconciliation list.
  - On the list for Libraries is \$82k for personnel; \$500k for materials; and two separate amounts for additional hours - \$300k and \$250k.
- MCPL has entered into a temporary partnership with KID Museum. This exciting partnership will allow the Museum to use the lower space in the Davis branch for a makerspace. Both MOUs (license agreement and service agreement) have been signed. Discussions will be held regarding renovations.

- On Saturday, May 17, the first MCPL digital media lab will be opened at Long Branch Library at 11AM. The Library Board members were invited to attend.
- MCPL is working with our cable station to do a show called “Check Us Out.” The first show should be televised in September 2014.
- Grant requests totaling \$51.5k have been made to the Friends of the Library, Montgomery County, Inc. for:
  - \$20k to assist with MCPL’s mobile strategy implementation.
  - \$12,500k for Staff Development and Training Day.
  - \$12k to renew our membership with the Urban Libraries Council which has not been done in a number of years due to budget cuts.
  - \$7k to help celebrate excellence and collaboration.
- Contribution to Montgomery County Results-Executive Summary. Each year as a part of the Department’s Annual Review, a one-page list of the Department’s prior year accomplishments; current work and future initiatives is requested. This information can be used when talking to LACs, Council members, and members of the public about what MCPL has done and is planning to do. Board members were asked to contact Director Hamilton if they wanted additional information on any of the contributions, ongoing work or future plans.
- Bethesda Beat had a nice article on the opening of the Digital Media Lab at Long Branch.
- There are exciting things happening with teens:
  - There is a teen writers club at the Marilyn J. Praisner branch. A member of that group has actually published a book. She did this as a result of participating in the program that is sponsored by the Praisner branch and the writers group out of Bethesda.
  - At the Rockville Memorial Library, teens from Richard Montgomery High School’s Robotics Club would meet and work in any space they could find. They built a robot which they entered into a national contest in St. Louis and won second place.
  - Teen Advisory Group (TAG) put on an art exhibit at the Germantown Library. The work was so impressive, residents are anxious to purchase it.

Having teens come into and utilize the library and its services has been a passion of the Director for many years.

- Question: Is there inequity among branches due to some branches having FOL chapters and others not?  
 Answer: The department balances this with funding received from FOLMC by providing funding for programs at branches that do not have FOL chapters. In the past, some very generous FOL chapters would fund programs in branches that did not have FOL chapters.
- Question: Are authors paid who have programs in the branches?  
 Answer: Some authors are paid; some receive honorariums.
- Director Hamilton will not be at the June Board meeting due to surgery, but plans to be at the July meeting.

## **CHAIR’S REPORT:**

- Advocacy Update
  - It was a great advocacy season. The meetings with the Council members went very well. Chair Lewis thanked everyone who attended meetings. This was the first year the Board met with all of the Council members.

- May 20 at 6 PM there will be a County executive candidate forum which the Library Board is cosponsoring. All four candidates have accepted the invitation to be a part of this forum. Those planning to attend must register online. There is a link in the email that was sent regarding the forum. There are still openings, so please send notes to the LAC members. Volunteers are needed. Please contact Ari Brooks if you are able to assist.
- The American Library Association's (ALA) Legislative Day to visit Congressman Van Hollen's Office will not be happening this year. It will be held next year during the second week of May. It is really important to have Board representation at this meeting. February (State delegation) and May are months for legislative activities.
- Disability Resource Center (DRC)
  - The DRC has an LAC, and the meeting is usually held in Rockville Memorial Library because this branch has a Disability Resource Center.
  - The DRC LAC has been essentially nonfunctional since Jeanie Dunnington's passing.
  - There are some issues:
    - It is supposed to be an LAC for the entire County.
    - Because the meetings are held in Rockville, many of the members tend to be from this area.
    - It is really important the accessibility and all disability related issues are discussed especially with the opening of the new Silver Spring Library, the planning for the Wheaton Library and refreshing of other branches.
    - Library staff need to be aware of the adaptive equipment that MCPL has so they can inform and assist customers.
  - Jeanie Dunnington was working on a proposal:
    - Instead of having a DRC LAC, have a new subcommittee of the Library Board whose mission would be to advise the Board and the Director on accessibility and disability related issues.
      - This subcommittee would advise on adaptive equipment, technology, facilities, website accessibility, and the collection.
  - Discussion included:
    - In what way would it affect the operation of the Board?
    - Regular reports would be expected from the subcommittee.
      - Would these reports go to the Board, the Director or the branch managers?
    - There could be representatives from organizations focused on the disabled community and representatives from the branches.
    - The goal is to better serve individuals with disabilities and increase their usage of MCPL services.
    - The subcommittee would have a strategic plan.
    - Are there branches that are better equipped to serve the residents with disabilities?
      - Rockville Memorial has the equipment, but we are looking at placing equipment in other branches.
    - The Outreach team can develop a presentation about MCPL's services to the disabled community.
    - Find a way to connect with residents who have an interest in this area.
    - We want to ensure that all residents who come into our branches are comfortable and can receive service or referrals.
    - It is important to have neutral feedback from someone who can go into the branches and test the equipment and services.

- Beyond what MCPL has today, what is next?
- One person from the subcommittee would be expected to attend all meetings.
  - It would not have to be the same person each time.
  - All meetings are public, so the entire subcommittee could attend.
- Each Board member asks their LACs what they feel are accessibility issues in their branches. This information would then be shared with the full Board.
- The Department of Justice has identified issues in some branches. Some of the physical items will be addressed during refresh projects.
- This issue is not unique to Montgomery County.
- We do not want to lose our edge, and lose customers.
- This issue will be tabled until the June meeting.

### **JUNE MEETING:**

- The June meeting is usually when the Board LAC Achievement Awards are presented.
  - There were no nominations received for the awards received prior to the deadline.
  - Discussion was held regarding the awards. The Board values the efforts and activities of the LACs and wants to recognize and award those efforts and activities.
  - A former LAC member cannot receive an LAC Achievement Award.
  - The deadline will be extended until the end of this week.

### **HOURS:**

- Director Hamilton needs to hear as many voices as possible regarding adding back hours to particular branches. Information has been received from the branch managers. Feedback is needed from the Board members based on what is known about their respective branches and communities.
  - Board members should email their feedback to Director Hamilton no later than next Wednesday.
  - Members who have been assigned to new branches, can provide feedback on their former branch assignments.
  - Mr. Leggett's proposal can add up to four hours per branch.

### **ADJOURNMENT:**

The meeting was adjourned at 9:05 p.m.

---

B. Parker Hamilton